

## Sample Coaching Agreement

I, as the Coach, agree to:

- Support the coachee to assess his/her strengths and needs in effective instructional practices.
- Develop an individualized plan with the coachee that includes goals related to improving school readiness outcomes for all children. The plan will include steps for achieving goals and the coach's and coachee's responsibilities related to each step.
- Schedule, plan, and facilitate on-site visits and coaching sessions.
- Provide support in forms of sharing resources, providing models of effective practices, observing the coachee's current practices, and providing supportive and constructive feedback.
- Remain supportive rather than evaluative and to maintain, to the maximum extent possible, a separation between coaching and performance evaluation.

I, as the Coachee, agree to:

- Actively engage in coaching sessions through assessing my strengths and needs, asking questions, sharing pertinent information, reflecting, listening, and identifying goals and means to achieve those goals in collaboration with the coach.
- Be open to being observed and receiving feedback.
- Apply and analyze new effective practices with the support of my coach.

We agree to participate in the coaching sessions throughout the school year. We agree to meet on a consistent basis. We recognize that each other's time is valuable and will be on time for coaching sessions. We will keep the content of our discussions confidential.

Coach Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Coachee Signature: \_\_\_\_\_

Date: \_\_\_\_\_